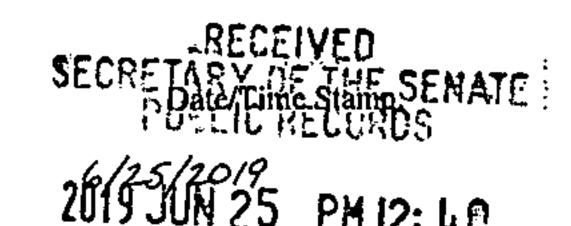
# 

## Employee Post-Travel Disclosure of Travel Expenses



Post-Travel Filing Instructions: Complete this form within 30 days of returning from travel. Submit all forms to the Office of Public Records in 232 Hart Building.

In compliance with Ru be reimbursed/paid for			sures with respect to	travel expenses that have been or wil
		orization (Form RE-1), <u>A</u> ortification Form with all		ry, invitee list, etc.)
Private Sponsor(s) (list	all): Partnership for	or a Secure America		<u> </u>
Travel date(s): June 8	8 & 9, 2019			
Name of accompanying				<u></u>
Relationship to Travele	r: 🗆 Spouse 🗀	Child		
	OSTS IN EMPLOYEE	EASE DUE TO THE ACC EXPENSES. (Attach addit		SE OR DEPENDENT CHILD, ONLY y.)
Expenses for Employe		Lodging Expenses	Meal Expenses	Other Expenses
	Expenses			(Amount & Description)
☑ Good Faith Estimate	\$35	\$90	\$77	\$191 for Conference Services
☐ Actual Amount				
Expenses for Accomp		ependent Child (if application	able):	
	Transportation Expenses	Lodging Expenses		Other Expenses (Amount & Description)
☐ Good Faith Estimate				
☐ Actual Amount				
Provide a description necessary.): See atta	_	vents attended. See Senate	e Rule 35.2(c)(6). (A	Attach additional pages if
6/25/2019	Rosan	na Hernandez		Cosanna Hernandez
(Date)	(Printed)	name of traveler)		(Signature of traveler)
TO BE COMPLETED	BY SUPERVISING	MEMBER/OFFICER:		
I have made a determine Authorization form, are	nation that the expense e necessary transports	es set out above in connection, lodging, and related	ctions with travel de expenses as defined	scribed in the Employee Pre-Travel in Rule 35.
6/25/2019	<del></del>		- Coled	ervising Senator/Officer)
(Date) (Revised 1/3/11)			• (Dignature of Supe	Form RE-2
(rinimor many)				



Dear Rosanna,

Thank you for participating in this session of the Congressional Partnership Program. We look forward to working with you in the coming months and welcoming you into the network of CPP alumni.

As you should be aware, every session the Congressional Partnership Program involves a weekend conference. This session will be held on the weekend of June 8<sup>th</sup>-9<sup>th</sup> at the Airlie Conference Center in Warrenton, Virginia. I would like to take this opportunity to offer you a formal invitation to attend the conference. Please be certain to submit this email and the attached documents to the Senate Ethics Committee by COB May 9<sup>th</sup> in order to participate.

If you have any additional questions or concerns, please do not hesitate to reach out.

Best regards, John

John Sullivan
Congressional Relations Associate
Partnership for a Secure America
1129 20th St NW #500
Washington, DC 20036
202.293.8580
sullivan@psaonline.org

http://facebook.com/psaonline

PSA is a nonprofit founded by former U.S. Representative Lee Hamilton (D-IN) and the late former U.S. Senator Warren Rudman (R-NH) to advance bipartisanship on today's critical national security and foreign policy challenges. Leveraging the leadership of its distinguished Advisory Board, PSA has unique credibility and access to forge common ground and fashion thoughtful, fact-based policy that promotes America's national interests. More information on PSA can be found at www.psaonline.org.

# 

Date/Time Stamp:

5/21/2019

### EMPLOYEE PRE-TRAVEL AUTHORIZATION

<u>Pre-Travel Filing Instructions</u>: Complete and submit this form at least 30 days prior to the travel departure date to the Select Committee on Ethics in SH-220. Incomplete and late travel submissions will <u>not</u> be considered or approved. This form <u>must</u> be typed and is available as a fillable PDF on the Committee's website at ethics, senate, gov. Retain a copy of your entire pre-travel submission for your required post-travel disclosure.

Name of Traveler:	Rosanna Hernandez
Employing Office/Committee:	Senator Bob Menendez
Private Sponsor(s) (list all): Partne	rship for a Secure America
Travel date(s): June 8-9, 2019	
Note: If you plan to extend to	he trip for any reason you <u>must</u> notify the Committee.
Destination(s): Airlie Conference	Center, Warrenton, VA
Explain how this trip is specifically	connected to the traveler's official or representational duties:
in the national security and foreign poli- of foreign relations, trade, and intellige	oth parties to build cross party relationships and discuss diverse perspectives on pressing issues icy arena. As the legislative correspondent in the Office of Senator Menendez working on issues nce, this trip will enhance my understanding on these issues and further develop the skills to be effectively, and negotiate with colleagues across the aisle.
Name of accompanying family mem	
Relationship to Employee: Spou	se L Child
I certify that the information contain	ed in this form is true, complete and correct to the best of my knowledge:
5/21/2019 (Date)	Rosanna Hernandez (Signature of Employee)
(Date)	(Signature of Employee)
TO BE COMPLETED BY SUPERVISI Secretary for the Majority, Secretary for	ING SENATOR/OFFICER (President of the Senate, Secretary of the Senate, Sergeant at Arms, r the Minority, and Chaplain):
Senator Menende	
(Print Senator's/Officer's N	
related expenses for travel to the eve	rision, to accept payment or reimbursement for necessary transportation, lodging, and ent described above. I have determined that this travel is in connection with his or her efficeholder, and will not create the appearance that he or she is using public office for
I have also determined that the atten	dance of the employee's spouse or child is appropriate to assist in the representation
of the Senate. (signify "yes" by checki	ng bax) [
5/21/2019	Colet Menony.
(Date)	(Signature of Supervising Senator/Officer) Form RE-
(Revised 10/19/15)	roint Re-



# Congressional Partnership Program Summer 2019 Senate

All invited congressional staff members handle foreign policy and national security topics in their professional office capacity.

#### Rosanna Hernandez

Legislative Correspondent Sen. Robert Menendez (D-NJ)

#### **Addalaide Hernly**

Legislative Correspondent Sen. Shelley Moore Capito (R-WV)

#### Hannah Hudson

Legislative Correspondent Sen. Susan Collins (R-ME)

Rachel Littleton
Professional Staff Member
Senate Committee on Appropriations
(Majority)

#### John Lucio

Professional Staff Member Senate Committee on Appropriations (Minority)

#### Mary Eileen Manning

Department of State Fellow Sen. Dan Sullivan (R-AK)

#### **Robert Nelson**

Legislative Correspondent Sen. Chris Murphy (D-CT)

#### Lila Nieves-Lee

Legislative Assistant Sen. Tim Scott (R-SC)

#### Sherri Pan

Legislative Aide Sen. Joni Ernst (R-IA)

#### **Nathan Paxton**

Legislative Assistant Sen. Angus King (I-ME)

#### Nicholas Starr

Department of Defense Fellow Sen. Ron Johnson (R-WI)

#### **Dustin Vesey**

Legislative Correspondent Sen. Kyrsten Sinema (D-AZ)



# Congressional Partnership Program Retreat Spring 2019

# Saturday, June 8th

1:30 pm	Depart from Union Station, Washington, DC
3:00 – 4:00 pm	Arrive at Airlie Conference Center & Check-in
4:00 – 5:00 pm	Material Review and Preparation
5:00 – 5:30 pm	Opening Remarks and Review of Agenda: Andy Semmel, PSA Chairman
	Andy Semmel will outline retreat agenda, provide logistical information for the weekend (i.e. location of restrooms, where to store luggage, etc.), and all attendees will introduce themselves.

Airlie House – Meadow Room 5:30 - 7:00 pm

> Guest Speakers: Ed Levine, former Professional Staff Member on Senate Committee on Foreign Relations; Tom Moore, former Professional Staff Member on

Senate Committee on Foreign Relations

Topic: Bipartisan Panel on the ratification of the New

START Treaty

Discussion will cover the specifics of how a bipartisan Congressional staff group negotiated Senate consent of the 2010 ratification of the New START Treaty.

7:00 – 7:30 pm	Federal Roon
7.00 7.30 pm	1 6 4 6 1 4 1 1 1 4 6

**Pre-Dinner Reception** 

Informal conversations with guest speakers

Attendees will have an opportunity to informally speak with Ed Levine, Tom Moore, VADM Michael Franken, and Carol Giacomo.

7:30 – 9:00 pm Federal Room

Keynote Dinner

Guest Speaker: Carol Giacomo, Member of the New

York Times Editorial Board; Former Diplomatic

Correspondent for Reuters

**Topic:** Reporting on US Foreign Policy

Carol Giacomo will speak on her experience as a foreign policy and diplomatic reporter and may discuss current U.S. foreign policy posture

9:00 – 10:00 pm Federal Room

After-Dinner Reception

Informal conversations with guest speakers

Attendees will have an opportunity to informally speak with Ed Levine, Tom Moore, VADM Michael Franken, and Carol Giacomo.

# Sunday, June 9th

Between 8:00 – 9:00 am

Airlie House – Dining Room

Breakfast

9:00 - 12:00 pm

\*Group A\*

Airlie House – Meadow Room

National Security Council Simulation

National Security Advisor: Mr. Robert Sheldon,

Head of Technology Strategy for Public Sector at

CrowdStrike

Participants will engage in a simulation where they are asked to negotiate a solution to a hypothetical foreign policy crisis.

9:00 - 10:30 am

\*Group B\*

Airlie House – Jefferson Room

Guest Speaker: VADM Michael Franken, Deputy

Commander of AFRICOM (2015-2017) **Topic:** U.S. Security Priorities in Africa

VADM Franken will discuss issues relevant to U.S.

national security interests in Africa

10:30 - 12:00 pm

\*Group B\*

Airlie House – Jefferson Room

Guest Speaker: Ambassador Bob King, U.S. Special Envoy for North Korea Human Rights

Issues 2009-2017

**Topic:** North Korea Negotiations

	Amb. King will discuss ongoing negotiations with North Korea and related issues to U.S. national security
12:00 – 1:00 pm	Airlie House – Dining Room Lunch
1:00 – 2:00 pm	Informal conversations with guest speakers
	Attendees will have an opportunity to informally speak with Robert Sheldon, Amb. Robert King, and VAMD Michael Franken
2:00 – 5:00 pm	*Group B* Airlie House – Meadow Room National Security Council Simulation
	National Security Advisor: Mr. Robert Sheldon, Head of Technology Strategy for Public Sector at CrowdStrike
	Participants will engage in a simulation where they are asked to negotiate a solution to a hypothetical foreign policy crisis.
2:00 — 3:30 pm	*Group A* Airlie House – Jefferson Room Guest Speaker: VADM Michael Franken, Deputy Commander of AFRICOM (2015-2017) Topic: U.S. Security Priorities in Africa
	VADM Franken will discuss issues relevant to U.S.

national security interests in Africa

3:30 - 5:00 pm

\*Group A\*

Airlie House – Jefferson Room

Guest Speaker: Ambassador Bob King, U.S. Special Envoy for North Korea Human Rights

Issues 2009-2017

**Topic:** North Korea Negotiations

Amb. King will discuss ongoing negotiations with North Korea and related issues to U.S. national security

5:00 - 5:30 pm

Airlie House – Meadow Room Wrap-up and Departure from Airlie

#### PRIVATE SPONSOR TRAVEL CERTIFICATION FORM

This form must be completed by any private entity offering to provide travel or reimbursement for travel to Senate Members, officers, or employees (Senate Rule 35, clause 2). Each sponsor of a fact-finding trip must sign the completed form. The trip sponsor(s) must provide a copy of the completed form to each invited Senate traveler, who will then forward it to the Ethics Committee with any other required materials. The trip sponsor(s) should **NOT** submit the form directly to the Ethics Committee. Please consult the accompanying instructions for more detailed definitions and other key information.

The Senate Member, officer, or employee MUST also provide a copy of this form, along with the appropriate travel authorization and reimbursement form, to the Office of Public Records (OPR), Room 232 of the Hart Building, within thirty (30) days after the travel is completed.

۱.	Sponsor(s) of the trip (please list all sponsors): Partnership for a Secure America (PSA)
2.	Description of the trip:  Congressional staff weekend of foreign policy and national security lectures.
3.	Dates of travel: June 8-9, 2019
4.	Place of travel: Airlie Conference Center, Warrenton, VA
5.	Name and title of Senate invitees: See attached list
5.	l certify that the trip fits one of the following categories:  (A) The sponsor(s) are not registered lobbyists or agents of a foreign principal and do not retain or employ registered lobbyists or agents of a foreign principal and no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee at any point throughout the trip.
	<ul> <li>OR -</li> <li>□ (B) The sponsor or sponsors are not registered lobbyists or agents of a foreign principal, but retain or employ one or more registered lobbyists or agents of a foreign principal and the trip meets the requirements of Senate Rule 35.2(a)(2)(A)(i) or (ii) (see question 9).</li> </ul>
•	I certify that the trip will not be financed in any part by a registered lobbyist or agent of a foreign principal.
	I certify that the sponsor or sponsors will not accept funds or in-kind contributions earmarked directly or indirectly for the purpose of financing this specific trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal.
3.	I certify that:  The trip will not in any part be planned, organized, requested, or arranged by a registered lobbyist or agent of a foreign principal except for de minimis lobbyist involvement.  - AND -
	The traveler will not be accompanied on the trip by a registered lobbyist or agent of a foreign principal except as provided for by Committee regulations relating to lobbyist accompaniment (see question 9).

9.	USE ONLY IF YOU CHECKED QUESTION 6(B)  I certify that if the sponsor or sponsors retain or employ one or more registered lobbyists or agents of a foreign principal, one of the following scenarios applies:
	(A) The trip is for attendance or participation in a one-day event (exclusive of travel time and one overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member officer, or employee on any segment of the trip.  - OR -
	<ul> <li>□ (B) The trip is for attendance or participation in a one-day event (exclusive of travel time and two overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee on any segment of the trip (see questions 6 and 10).</li> <li>- OR -</li> </ul>
	(C) The trip is being sponsored only by an organization or organizations designated under § 501(c)(3) of the Internal Revenue Code of 1986 and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee at any point throughout the trip.
10.	USE ONLY IF YOU CHECKED QUESTION 9(B)  If the trip includes two overnight stays, please explain why the second night is practically required for Senate invitees to participate in the travel:
11,	An itinerary for the trip is attached to this form. I certify that the attached itinerary is a detailed (hour-
	by-hour), complete, and final itinerary for the trip.
12.	Briefly describe the role of each sponsor in organizing and conducting the trip:
	PSA is solely responsible for planning and conducting this trip.
	······································
13.	Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission:
	PSA's mission is to promote bipartisanship in national security and foreign policy. This trip will bring
	together staff from both parties to build cross-party relationships and discuss diverse perspectives on
	pressing issues in the national security and foreign policy arena.
14.	Briefly describe each sponsor's prior history of sponsoring congressional trips:
	This will be the twentieth such trip of this nature.

III addition to this Co	ngressional staff program	m, PSA reteases high	h-level bipartisan po	licy statements	
range of foreign polic	y topics. These stateme	ents are generally ava	ailable to the public.	. <u>.</u>	
Total Expenses for Ea	Total Expenses for Each Participant:				
	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expense	
Good Faith estimate  Actual Amounts	\$35 (Coach Bus) - Round-trip	\$90 (For one night)	\$77 (For two days)	\$191 conferences (for days). The includes cost breakout rotation A/V equipment and incider snacks/refresents.	
congressional particip	e trip involves an event to ation: ed specifically with regar	-		with regard to	
	the location of the event	or trip		· • • • • • • • • • • • • • • • • • • •	
Reason for selecting t		es a remote setting t	hat will encourage p	participants to ste	
Reason for selecting to the last of the la	iton, DC, but also provid		<del></del>		
It is close to Washing	es as Congressional stat	<u> </u>			
It is close to Washing outside their daily role	es as Congressional stat	ff.			
It is close to Washing outside their daily role	es as Congressional stat	ff.			
It is close to Washing outside their daily role	es as Congressional stat	ff.			
It is close to Washing outside their daily role.  Name and location of Airlie Conference Ce	es as Congressional stat	acility: Varrenton, VA 20187			
Name and location of Airlie Conference Ce	hotel or other lodging fanter, 6809 Airlie Road, V	facility: Narrenton, VA 20187		DC for a one n	

21.	Describe how the daily expenses for lodging, meals, and other expenses provided to trip participants compares to the maximum per diem rates for official Federal Government travel:			
	Meals and lodging are below the per diem rate.			
	<u></u>			
22.	Describe the type and class of transportation being provided. Indicate whether coach, business-class or first class transportation will be provided. If first-class fare is being provided, please explain why first-class travel is necessary:			
	Participants will be transported by a coach class bus, round-trip.			
23.	I represent that the travel expenses that will be paid for or reimbursed to Senate invitees do not include expenditures for recreational activities, alcohol, or entertainment (other than entertainment provided to all attendees as an integral part of the event, as permissible under Senate Rule 35).			
24.	List any entertainment that will be provided to, paid for, or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event:  None			
25.	I hereby certify that the information contained herein is true, complete and correct. (For trips involving more than one sponsor, you must include a completed signature page for each additional sponsor):  Signature of Travel Sponsor:			
	Name and Title: Nathan Sermonis, Executive Director			
	Name of Organization: Partnership for a Secure America			
	Address: 1129 20th St. NW, Suite 500, Washington DC, 20036			
	Telephone Number: 202-293-8580			
	Fax Number: N/A			
	E-mail Address: sermonis@psaonline.org   sullivan@psaonline.org			